

**From:** Cadi@snha.net <Cadi@snha.net>  
**Sent:** Wednesday, June 5, 2019  
**To:** All Liftside Homeowners  
**Subject:** Notice for Vote – Special Assessment

## Notice

**The Directors of Liftside Condominium met on June 3<sup>rd</sup> 2019 according to the meeting notice issued, adopted a special assessment of \$30,000 to be invoiced on June 17, 2019 and due no later than July 17, 2019. The Special assessment will be used as follows:**

- Repair Stairs - \$9,500 – This amount may not be sufficient for the total repair/replacement, but is needed toward the work required at this time.
- Replace roof shingles on Bldg units 1-24 – needed \$12,500 in addition to funds already in reserve
- Replace roof flashing and shingles on entry roofs – needed \$8,000 in addition to funds already in reserve
- For a total of \$30,000
- See below Minutes from the June 3, 2019 meeting of the Directors for details of the discussion and decision.
- The Special Assessment will be invoiced as follows:
  - Studio homes - \$418
  - 1 bedroom homes \$542
  - 2 Bedroom homes \$622

The ratification or rejection of the special assessment will be decided by ballot.  
A copy of a ballot that may be used is attached, or a reply to this email will also be accepted.  
If a homeowner does not wish to use the ballot,  
The vote must include the following:

Unit number of Liftside unit owned  
Name of homeowner/s voting

Statement – “In the matter of a vote regarding a special assessment totaling \$30,000 adopted by the Liftside Directors on June 3<sup>rd</sup>, 2019 and due no later than July 17<sup>th</sup>, 2019”, I/we hereby cast a vote as:

And a clear indication of the vote  
Yes.....In favor, OR  
No.....Not in favor

Return votes no later than 2:00 PM on Friday June 14, 2019

Email – [cadi@snha.net](mailto:cadi@snha.net) OR

Mail – Liftside

PO Box 244

Jeffersonville, VT 05464

Please note that according to the Liftside Bylaws, a majority vote of the total % of undivided interest in ownership of the Liftside Condominium must be cast in order to reject the decision of the Liftside Directors made on June 3, 2019. Absent such a vote, the decision will be considered ratified as of 2 PM on June 14<sup>th</sup>. The final result will be distributed on June 17<sup>th</sup>, 2019.

Respectfully submitted,

Liftside Directors

Michele Cloke  
Ernie Simuro  
Kent Weber

BELOW ARE THE MINUTES FROM THE DIRECTOR MEETING:

**LIFTSIDE REGIME DIRECTORS' MEETING**

**Teleconference**

**Monday, June 3, 2019**

***Attendance:***

Ernie Simuro, Director	LS 4
Michele Cloke, Director	LS 12
Kent Weber, Director	LS 24
John McDowell	LS 30
Lorrie Korn	LS 35
Dennis Uhrich	LS 43
Joe Ingram, SNHA Executive Director	

The meeting was called to order at 7:30 p.m. The meeting agenda was to discuss the unanticipated projects and adopt a Special Assessment in the amount of \$30,000 to be invoiced in June 2019 and collected in July 2019 to provide funds in addition to those available in the Reserve Fund in order to complete the following projects:

- Repair Stairs - \$9,500
- Replace roof shingles on Bldg units 1-24 – needed \$12,500
- Replace roof flashing and shingles on entry roofs -- \$8,000

Michele Cloke was appointed secretary for the meeting.

Discussion:

**Routine Spring work - Building Entries Wood:** Look for a long-term solution to avoid constant maintenance. Are there other types of wood products that have a longer solution?

- The wood columns and railings were added to make the entries to the buildings more attractive and welcoming. We want to keep the wood as close to the natural color as we can. So, we will have to clear coat the wood as part of the building maintenance. (Note: **This item is not part of the Special Assessment**)

**Special Assessment**

**Roof on Small Building:** Joe Ingram and the roofing contractor have been inspecting the roof for the past few years. Due to curling of shingle edges and brittle condition of shingles, the recommendation is to replace the roof shingles this spring (about 2.5 years ahead of schedule).

**Entry Roof Flashing and shingles:** Some of the Entry roofs are leaking and there is some damage in the trash closets and entry areas. Appears the absence of ice and water shield and flashing are the primary causes of the leaking. This work will include the addition of ice and water shield to run from the roof surface up the side of the building to reduce leaking when snow melts and creates ice dams.

**Stairs:** Joe Ingram: The stairs in Liftside are a commercial metal type that are used in buildings everywhere in egress hallways because of their resistance to fire and heat. These are the original stairs from 1979. About 20 years ago, we discovered there was rust forming primarily on the first run of stairs from the entrance area up to the second-floor landing. At that time, there were no rubber treads. The stairs were strengthened from behind and covered with vinyl stair treads and risers. This worked to reduce the corrosion and support the rusting stairs. We have found that rust continued to attack the first set of stairs going up to the 2<sup>nd</sup> floor. There is some serious rust that may be beyond repair for the long term.

We need more time than available this spring to evaluate what will be the best approach to resolve the issues of rust and eventual stair failure. It may be possible to grind out the rust and firm up the stairs again. Or, it may be as or more cost effective to replace these rusting stairs with new stairs. Butch met with an engineer. The engineer said the rusting must be addressed, but the previous work has made them strong enough that they are still safe for the summer. Joe and Butch would like more time to contact other resources before we set a final plan in place. We will know more when we can get additional contractors to look at the stairs and give us estimates on replacement.

In the meantime, we need to move forward with the special assessment before we can research and develop a final plan for the stairs because we need to bring money into the Liftside Account by the end of July so that we will have the funds available to pay the roofer and have some funds available for work that will be needed on the stairs to make them safe and OK in appearance for the summer.

Discussion:

- \$9,500 of the Special Assessment is for the stairs. This was an estimated amount before the treads were removed to reveal the extent of the rust. Homeowner question - Should this be deleted from the Special Assessment until we have the estimates?
  - Directors - We want to keep the \$9,500 in the Special Assessment because we know we must do something to address the rust on the stairs, and we need some funds for stairs now. Once we have the information from the stair contractors and estimates, we will make a decision on how to proceed. There may be another Special Assessment to fund the stairs.
  - The Special Assessment was prepared before we found the extent of the rust.
- Homeowner comment - It would be best to have one Assessment instead of getting another Assessment in a few months.
  - Directors reply – While we agree, we cannot estimate the cost of repair or replacement until we have the stair contractors inspect the stairs. Then we can make a decision on how to proceed.

Discussion ended.

Ernie Simuro: Motion made for the Directors to proceed with the Special Assessment in the amount of \$30,000. The Assessment will be processed for ratification as soon as possible and if approved, the invoices for the Assessment will be made in June for collection by July 17, 2019.

Michele Cloke: Seconded

The Directors approved the motion.

There being no further business, the meeting adjourned at 8:35 pm.

Respectfully submitted,

Michele Cloke, Director and Secretary for the meeting  
Ernie Simuro, Director  
Kent Weber, Director